**Name - \_\_Ken Schreiber\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*Identify key questions you might use in your coaching conversation.*

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| --- | --- |
| **Key Areas** | **Observation Notes** |
| * Type of Coaching Conversation * Directive/ Instructional * Collaborative * Facilitative/ Supportive | * Which type of Coaching Conversation is being planned?   Facilitative/Supportive |
| * Purpose of the Coaching Conversation | * To review and look how Catholic Schools Week went at St. Albert in January   of 2010. |
| * ***O****bjective Questions* * The “what” * Invitation to the conversation | * What were the activities that took place during Catholic Schools Week? * What do you remember most vividly about the week?   . |
| * *Reflective Questions* * The “what about the what” * Emotional | * *What was the most successful thing or activity that took place during the week?* * *What was the biggest disappointment of the week?* |
| * ***I****nterpretive Questions* * The “so what” * Brainstorming | * *What insights have you gained about changes you would like to make for next year?* * *What are things that we can do at the end of the week to enhance Catholic Schools Week?* |
| * ***D****ecisional Questions* * The “now what” * Identifies specifics “next steps” to be taken | * *What things will you do the same next year during Catholic Schools Week?* * *What things will you do differently?* * *Have you thought about looking at what other Catholic Schools do during this week?* * *What can I do to help you with Catholic Schools Week next year?* |
| * *Based on the Decision, what are the responsibilities of the administrator?*   *This area will be completed after the conversation – to summarize the “next steps” of the administrator.* | *The responsibilities of both the administrator would be to look into what other catholic schools are doing during Catholic Schools Week and discuss at a future meeting.*  *Also at a future meeting with the coach come up with a plan for next school years Catholic Schools Week that involves things that worked from this year’s week. Also adding ideas and information gathered from what other schools are doing during this week.* |
| * *Based on the Decision, what are my responsibilities?*   *This area will be completed after the conversation – to summarize the “next steps” and responsibilities of the coach.* | * *My responsibilities are to look into what other catholic schools are doing an report back at a future meeting with the administrator. At this meeting we will work together to come up with a plan for next school year’s Catholic Schools Week.* |

**Reflection on the Coaching Conversation**

**Name: Ken Schreiber**

**Date: February 9th 2010**

**Type of Coaching Conversation: Directive/Supportive Collaborative Facilitative/Supportive**

**Facilitative/Supportive**

**Reflect on the coaching conversation you completed with the administrator:**

**What impact did planning for the conversation, including the development of the ORID questions, have on the coaching conference itself?**

**The planning and using the ORID questions helped make the conversation flow smoothly. It also allowed the administrator to be more involved in the process.**

**What was most challenging for you during the conversation? Most pleasing?**

**The most challenging for me during the conversation was holding back my input on how Catholic Schools Week went this school year. Most pleasing was coming away from the conversation with a feeling that the coach and administrator had come up with a great plan and ideas for next years Catholic School Week.**

**What might be some things you would do differently/the same in your next conversation?**

**I felt myself during the conversation concentrating on proper wait time but still at times rushed my opinions. I will continue to use the ORID questions because they help the conversation go smooth.**

**What techniques will you specifically address in your next coaching conversation?**

**Wait time.**